

Alliance Group Title, LLC

Sarasota – 2000 Webber Street, Sarasota, FL 34239
P. 941 308 3435 - F. 941 308 3436

Lakewood Ranch – 6704 Professional Parkway West, Lakewood Ranch, FL 34240
P. 941 308 3888 - F. 941 308 3889

Bradenton – 3007 Manatee Avenue West, Bradenton, FL 34205
P. 941 748 9494 - F. 941 748.0088

ORDER INFORMATION SHEET

Closing Date: _____ Mail-Away? Buyer _____ Seller _____

Sales Price: \$ _____ Loan Amount: \$ _____

Property Address: _____

Legal Description: _____

Parcel ID #: _____

Does either party request an attorney? Buyer _____ Seller _____

Listing Agent: Name: _____ Realty: (name & address)

Office: _____ Cell: _____

Email: _____

Selling Agent: Name: _____ Realty: (name & address)

Office: _____ Cell: _____

Email: _____

Commission: _____ % = Total \$ _____ Split: _____ % = \$ _____ / _____ % = \$ _____

Deposit: \$ _____ Held by: _____ Brokerage Fees: \$ _____

Seller: Name: _____

Marital Status: Single ____ Married ____ Divorced ____ Widow ____

Cell: _____ Home: _____

Email: _____

Forwarding Address: _____

Social Security #'s: _____

Payoff 1st Mortgage: _____

Loan #: _____ Phone#: _____

Payoff 2nd Mortgage: _____

Loan #: _____ Phone#: _____

Buyer: Name: _____

Marital Status: Single ____ Married ____ Divorced ____ Widow ____

Cell: _____ Home _____

Email: _____

New Lender: _____

(Mortgage Broker)

(Lending Institution)

Loan Officer: _____ Loan #: _____

Phone#: _____ Fax: _____ Email: _____

Processor: _____ Email: _____

Phone: _____ Fax: _____

Survey: Order One: _____

Use Existing: _____ (Certified to seller and NO changes to property)

Termite: Us to Order: _____ You Order: _____ N/A: _____

HOA/Condo Assoc: Name: _____ N/A: _____

Phone: _____ Fax: _____ Email: _____

